**Internship Plan -Site Mentor’s Comment**

Our principal, Randall Maxwell was very supportive when I approached him to be my site mentor and requested that I get back with him when I had completed the Internship Draft Plan. I explained to him that I felt that he would be a great leadership model because of the method that he uses to lead our campus. He is very supportive of technology development and utilizing the latest methods of technology integration in the classrooms. I also feel that he will be a positive role model when discussing some of the technology projects and goals that we can develop for our campus. In developing my internship draft plan, I kept in mind some of our campus goals and tried to integrate methods of technology to help in accomplishing some of these pre-set goals. Since a Star Board was purchased for our campus and placed in the library for teachers and the ACE program to utilize, he was interested in getting as much usage from this device as possible. We want to provide on-going support and training for those involved with the ACE Program so that the students can benefit from the many uses of the Star Board. In conjunction with Star Board training, we will provide the teachers and staff with an instructional packet with easy user instructions for the tasks that teachers utilize most often on our campus. This will include a technology in-service training with modules in Microsoft Office 2007, Excel 2007, and Outlook 2007. Training will also be provided in utilizing the NEO lab setting up a teacher that can be responsible in help with the support of this project. Study Island training and support will be provided for all teachers for usage in after school tutorials and the ACE Program. Facilitating an online learning environment with classroom Wiki sites for teacher/student collaboration along with updating teacher websites will help with teacher, student, and even parent involvement. Mr. Maxwell reinforced our campus’ push for more parent involvement. If the parents are involved, he feels that the students will be more successful. The district has again purchased the Kuder Navigator Career Assessment for the students to be able to use skills and interests surveys and assessments to better assist in determining the best career and higher education paths. We will continue to train teachers in the Kuder program usage and to assess students as needed. Mr. Maxwell wants to focus on the diverse learners and utilize Rosetta Stone, so I will continue to provide support and train as necessary. It will also be important to provide assistance and computer preparation for the TELPAS testing for our ESL students. Mr. Maxwell is concentrating an effort on INNOVA to provide teachers and administrators with students’ TAKS test results and wants to utilize this data to create strategies and maximize student learning. To assist with parent involvement a group parent email will be developed in helping to keep parents aware and involved in upcoming events on our campus. Mr. Maxwell wants to make sure that we provide a safe environment for our campus. We will continue to use emerging technology to import student district files to produce ID student identification for each and every student. A video will be created on cyberbullying, internet safety, and netiquette to education students about proper computer usage and also about copyright and computer ethics. The Campus Star Charts will be completed and I will need to provide teacher training and support to ensure that every teacher completes their Star Chart. It will be important that I continue to maintain campus scanners and technology equipment keeping an inventory of all equipment.

The Draft Internship contains these projects and goals that Mr. Maxwell and I discussed in our meeting. Hopefully, with the help of technology we will be able to integrate methods that will assist in accomplishing some of these pre-set campus goals. Our staff can be even more productive and our students can be more successful with the assistance of some of these new technology projects.